



BEAUTIFICATION AND PUBLIC ART COMMISSION DRAFT MINUTES

January 10, 2022 – 4:00 p.m.

City of Flagstaff – Microsoft Teams Remote Meeting

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Creag Znetko, (928) 213-2906 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

City Staff: Eliza Kretzmann – Staff Liaison, Jana Weldon – Project Administrator, Creag Znetko – Recording Secretary, MacKenzie Chase – VISTA AmeriCorps Member

- A. **The Public is Invited to Attend this Remote Meeting:** Please join us via Microsoft Teams by clicking on the following link, which brings you to the live meeting: [Click here to join the meeting](#)

Please turn your camera off and mute your microphone except when speaking. If you need an invitation to the meeting, email cznetko@flagstaffaz.gov prior to 3:00 p.m. on the Monday of the meeting.

Provide Public Comment Prior to the Meeting: Email eliza.kretzmann@flagstaffaz.gov with your public comment prior to 3:00 p.m. with PUBLIC COMMENT in the subject on the Monday of the meeting and it will be read during the public comment section or during the item to which your comment pertains.

- A. **CALL TO ORDER** [Chair McCord called the meeting to order at 4:02 p.m.](#)

B. ROLL CALL:

Carla McCord, Chair, *present*
Sandra Lubarsky, Vice-Chair, *present*
J Michael Cruz, *present*

Anthony Garcia, *present*
Matt McGrath, *present*
Jeremy Slater, *present*
Tina Zecher, *present*

C. UPCOMING EVENTS:

1. None at this time.

[Chair McCord stated we may visit this agenda item in the latter part of the meeting during the To/From section to see how to better utilize this for the meetings.](#)

D. PUBLIC PARTICIPATION

The Arizona Open Meeting Law prohibits the Commission from discussing or acting on an item which is not listed on the prepared agenda. Commissioners may, however, respond to criticism made by those addressing the Commission, ask staff to review a matter, or ask that a matter be placed on a future agenda. Public comment should be sent to eliza.kretzmann@flagstaffaz.gov, prior to 3:00 p.m. on the day of the meeting with PUBLIC COMMENT in the email subject or during the designated public participation section.

[Chair McCord stated she has been looking for ways to gain more public participation from local arts groups.](#)

E. APPROVAL OF MINUTES

1. October BPAC Meeting.

MOTION: Commissioner McGrath moved to approve the minutes as submitted. Commissioner Slater seconded the motion; the motion passed unanimously.

F. ANNOUNCEMENTS

1. Two volunteers needed to serve on Historic Southside Community Garden Art/Placemaking Selection Panel.
 - i. Volunteer selection panelists will serve with the Southside Community Association and one representative from TerraBirds. Estimated date of panel: March 17 or April 21.

Staff stated they are asking for two volunteers for the Historic Southside Community Garden Art/Placemaking Selection Panel. Staff are working on the language for the call right now and that will be ready soon. Commissioner Cruz volunteered to be on the selection panel. Vicechair Lubarsky stated she would volunteer as well.

G. ACTION ITEMS

1. None at this time.

H. DISCUSSION ITEMS

1. **Lone Tree Overpass Program Involvement:** Christine Cameron, Engineering and Capital Improvements Project Manager; Laura Mielcarek, Wheat Design Group Principal; Jana Weldon, Beautification, Arts and Sciences Project Administrator

Ms. Cameron will give an overview of the Lone Tree Overpass project, Laura will highlight the aesthetic enhancement possibilities, and Ms. Weldon will make a presentation outlining the public art process and the program's involvement for the project.

Suggested Action: Listen to presentations, ask questions, provide aspirations for the program's involvement

Staff presented to the commission about the Lone Tree Overpass Public Art Process. Staff gave brief descriptions of the background of the project, the current stage of the public art process, how the process will move forward, and the need for two volunteers for the focus group. Staff asked for discussion.

Chair McCord: Looked at the project website and likes the design. Looking forward to the opportunities for the public art pieces. Is there opportunity for public art for the separations for the bicyclists?

Staff: The parkways will be landscaped per city standards. There is potential for jersey barriers to be replaced with artistic pieces.

Commissioner Garcia: Thank you for the presentation. Will BPAC be able to interact with the consultant prior to the beginning of the design process for the art piece?

Staff: This will be approached with a survey asking for public input, including the commission, with two commissioners sitting on the focus group. The focus group will be a sounding board for early ideas and will also have community members serving as well. The prelim concept will be brought back to BPAC for recommendations.

Vice Chair Lubarsky: Very exciting to see the possibilities. What kind of funding do we have for this project?

Staff: We will be taking some of the funding from the ADOT line item and will be creating a Lone Tree line item for next fiscal year with a placeholder amount as budget numbers are due soon. Will be working with capital improvements for this but don't yet have a budget amount to design to. Staff will communicate as much as possible as updates arise.

Commissioner Zecher: What will the solicitation process look like? Will there be priority given to local artist?

Staff: The consultant will oversee the procurement process; however, the process will be the same as we have been using. The solicitation will be sent recommended Arizona artists, with some not being local. We don't know who will respond, but interviews will be conducted after responses are received. Local artists are not required for this project.

Commissioner Zecher: Will there be room for cultural perspective in the design?

Staff: Will take that into consideration for the focus group. Please let staff know if you have anyone in mind to be a part of the focus group. Staff supports following current processes including community input if they don't interfere with procurement requirements.

Chair McCord: Understands with procurement processes that exclusivity for local artists can't be a requirement. The scale of a project like this needs to have someone with experience that may not be available locally.

Commissioner Cruz: Appreciates all the discussion around the process. Would caution the commission from asking the same community representatives for input on these projects. Not looking for token voices.

Staff: Agreed and thank you for the input. We do plan to keep expanding in our processes.

Chair McCord: What would be the most appropriate way to discuss outreach as a discussion?

Staff: This could be requested as a future agenda item, with support from two other commissioners. This could be helpful for outreach ideas. Staff will be asking for two volunteers for the focus group and will send out an email near the end of January.

I. TO/FROM ITEMS

1. City Staff To/From and Updates: MacKenzie Chase, Eliza Kretzmann, Jana Weldon
 - a. Brief update on budget process: we are working on it and your priorities are very helpful in informing the process! Key changes include increasing amount in ongoing funds for flower/enhanced landscaping project; addition of Lone Tree Overpass; addition of the City priority of Tree Wells to the time capacity budget; request for additional staff person to assist with collections management and project implementation.

Staff thanked the commission for participating in the budget process. The feedback has been extremely helpful. Some key changes include increasing the amount for the Downtown Flower Project and that will be presented to City Council next week. There have been more calls from internal and external partners asking for enhancements. City leadership, as well as some other stakeholders, have asked that we look at the downtown tree wells project again. Staff can bring this back as a formal agenda item if the commission chooses. As the commission may recall from the budget retreat, staff has requested a new position for the program.

Vicechair Lubarsky: What kind of increase is being asked of BPAC for the Flower Project? Are there partnerships with any downtown organizations for funding?

Staff: About \$80k a year moving forward as opposed to the current \$50k a year budget. The city does not have the capacity for maintenance on most of this and the costs are being put back on the contractor.

Vicechair Lubarsky: What did we allocate for this before and where is the funding for the increase coming from?

Staff: We are not allowed to discuss the items in the To/From section. Funding is available in our budget. Would you like to add this as a future agenda item?

Vicechair Lubarsky: Yes, would appreciate revisiting the way the process works after the initial approval of items.

Staff: BPAC is the main advisory body for staff as well as taking direction from our own chain of command and city leadership.

Vicechair Lubarsky: It would be beneficial for the commission to have an opportunity to weigh in during a discussion and not in the To/From section to give feedback to the chain of command.

Staff: Yes, we can do that.

2. Chair To/From and Updates: Carla McCord

Thanked the commission for the opportunity to serve as Chair.

3. City Council Liaison Updates

Thank you to the presenters and looking forward to more discussion for the Lone Tree Overpass project.

4. Additional To/From Items from the Commission?

NONE

5. Requests for future agenda items? Please provide vote from additional 2 Commissioners to add to the list for future meetings.

Chair McCord would like to discuss how to diversify the call to artists list, or just general outreach, to our local artist community to strengthen relationships. Not sure if that is asking them to participate in future meetings or some other shape but would like to start the conversation.

Staff: Would like to add the selection panels to that discussion as well.

Chair Garcia: Supports this being added to the future agenda.

Vice Chair Lubarsky and Commissioner Cruz supports.

Clarifying discussion on how the commission can respond to priorities and fund allocation as they arise. As priorities shift, would like to know if the commission has the capacity to respond.

Staff: We may need to utilize email as the meeting frequency may not be adequate for all communications.

Chair McCord supports adding this; Commissioner Garcia added support too.

J. TIME/DATE FOR UPCOMING MEETINGS

1. BPAC Meeting: Monday, February 14, 4 p.m., Microsoft Teams Meeting

K. ADJOURNMENT

Chair McCord for adjourned the meeting at 5:25 P.m.